

**ELK TOWNSHIP BOARD OF SUPERVISORS
REORGANIZATION AND REGULAR MEETING MINUTES
JANUARY 4, 2010**

The Elk Township Board of Supervisors Reorganization Meeting convened at 7:00 PM at the Elk Township Building, Lewisville, PA. The following Supervisors were present: Palmer Durborow, Estace Walters and Albert Jezyk, Jr.

REORGANIZATION OF ELK TOWNSHIP - 2010

Appointments/Reappointments:

On a motion made by Estace Walters, seconded by Albert Jezyk, Pal Durborow was appointed as Chairman of the Board of Supervisors.

On a motion made by Albert Jezyk, seconded by Pal Durborow, Estace Walters was appointed as Vice Chairman of the Board of Supervisors.

On a motion made by Pal Durborow, seconded by Estace Walters, the following appointments/reappointments were made for the year 2010. The vote was unanimous.

Secretary/Treasurer	Terri Kukoda
Open Records Officer	Terri Kukoda
Building Code Official	Municipal Support Services, Inc.
Zoning Officer	Municipal Support Services, Inc.
Codes Enforcement Officer	Municipal Support Services, Inc.
Engineer	URS Corporation
Alternate Engineer	Stantec Consulting Services
Solicitor	R. Samuel McMichael
Alternate Solicitor	To Be Determined
Planning Commission	Mary Gruber, Secretary
Zoning Hearing Board	Samuel Smith (3 year term)
	Alternates (2 to be appointed)
Zoning Hearing Board Solicitor	Parke, Barnes, Spangler, Oeste & Wood
Signing of Checks	Two Signatures Required (Supervisor and/or Treasurer)
General Fund	National Penn (formerly People's Bank of Oxford), and PLGIT
State Fund	PLGIT
Other Funds	National Penn (formerly Peoples Bank of Oxford), PLGIT, and Fulton Bank
Mileage Reimbursement	.50 cents
Voting Delegate State Convention	Terri Kukoda
Newspaper of Record	Chester County Press & Daily Local News
Treasurer's Bond	\$500,000.00
Tax Collector's Bond	\$15,000.00
Fire Company	Union Fire Company
Auditors (appointed)	Penny DeFrank Elaine Gessner

On a motion made by Pal Durborow, seconded by Albert Jezyk, Estace Walters was appointed as Township Roadmaster. Estace Walters abstained from the vote.

The Board of Supervisors Reorganization Meeting closed at 7:10 PM followed immediately by the Elk Township Board of Supervisors Meeting.

PUBLIC COMMENT ON AGENDA ITEMS

There was no public comment.

ADMINISTRATIVE ACTION/PRESENTATIONS/CORRESPONDENCE

Resolution No. 2010-01 Designation of Emergency Services Providers

On a motion made by Estace Walters, seconded by Albert Jezyk, the Board adopted Resolution No. 2010-10 Designation of Emergency Services Providers. The vote was unanimous.

Resolution No. 2010-02 Appointment of Zoning Hearing Board Member Samuel Smith (3-year Term)

On a motion made by Estace Walters, seconded by Albert Jezyk, the Board adopted Resolution No. 2010-02 Appointment of Zoning Hearing Board Member Samuel Smith (3-year Term). The vote was unanimous.

Resolution No. 2010-03 Agricultural Security Area Proposal Neil & Nancy Krivanek Parcel No. 70-4-18.01

On a motion made by Estace Walters, seconded by Albert Jezyk, the Board adopted Resolution No. 2010-03 Agricultural Security Area Proposal Neil & Nancy Krivanek Parcel No. 70-2-23. The vote was unanimous.

Post Office Committee Lease Agreement

On a motion made by Estace Walters, seconded by Al Jezyk, the Board agreed to forward the revised Post Office Committee Lease Agreement dated January 4, 2010 to the Post Office Committee. The vote was unanimous.

Oxford Area Recreation Authority – Frank Spor Correspondence Dated December 31, 2009

Pal Durborow referred to Frank Spor correspondence dated December 31, 2009 advising that he can no longer participate as a Board Member on the Oxford Area Recreation Authority.

On a motion made by Estace Walters, seconded by Al Jezyk, the Board appointed Mike Berquist to represent Elk Township on the Oxford Area Recreation Authority. The vote was unanimous.

Chester County Department of Facilities Management Correspondence dated December 15, 2009 – Energy Audits

Pal Durborow referred to Chester County Department of Facilities Management Correspondence dated December 15, 2009 advising that energy audits for Township

facilities are available at no cost. The Board agreed to include Elk Township in the county's energy audit planning.

Chester County Health Department Correspondence dated December 15, 2009 – Chester County Solid Waste Management Plan

Pal Durborow referred to Chester County Health Department Correspondence dated December 15, 2009 regarding ratification of the Chester County Solid Waste Management Plan. Township Engineer Stan Corbett has advised that no action by the Township on the plan is required.

PSATS 88th Annual Educational Conference & Trade Show

On a motion made by Pal Durborow, seconded by Albert Jezyk, the Board authorized Terri Kukoda to attend the PSATS 88th Annual Educational Conference & Trade Show. The vote was unanimous.

Chrome Barrens 2010 Management Plan

The Board recently met with Molly Anderson of the Brandywine Conservancy to discuss various issues in the Chrome Barrens. Molly will provide the Township with notice of volunteer opportunities, and trail marking will take place.

STAFF REPORTS

Secretary's Report

On a motion made by Estace Walters, seconded by Albert Jezyk, the November 10, 2009 Special Meeting Minutes (Proposed Budget); the December 7, 2009 Board of Supervisors Meeting Minutes; and the December 21, 2009 Special Meeting Minutes (Final Budget) were approved. The vote was unanimous.

Treasurer's Report

On a motion made by Al Jezyk, seconded by Estace Walters, the Bills to be Paid for January, with the exception of Roadmaster Payroll, were approved. The vote was unanimous.

On a motion made by Al Jezyk, seconded by Pal Durborow, the Bill to be Paid for Roadmaster Payroll was approved. Estace Walters abstained from the vote.

Tax Collector

Real Estate: \$328.07
Total 2008: \$25,022.42

Planning Commission

Pal Durborow referred to the December Planning Commission Meeting Minutes stating that the revised Act 537 plan was received, and that the Planning Commission would like to see the TOJO Mushroom conditions.

Zoning Hearing Board

The TJA Properties (TOJO Mushrooms) Zoning Hearing has been rescheduled for January 21, 2010 at 7:00 PM.

Zoning Officer

Pal Durborow referred to the December Zoning Officer Report stating that no Building Permits were issued and eleven (11) inspections were performed.

Roadmaster

Roadmaster Estace Walters referred to the December Roadmaster Report stating that there was a huge snowstorm; rip rap areas and storm drains were cleaned; King Row Road pothole was patched; trash and tires were picked up; and that he spoke with the State about the State Road bridge; and that he spoke with the East Nottingham Roadmaster about lack of response from the State.

Post Office Committee

Pal Durborow referred to the 4th Quarter Post Office Committee Report noting a starting balance of \$16,299.23; income of \$916.00; expenses of \$523.26; and an ending balance of \$16,691.97.

Historic Commission

No report.

OLD BUSINESS

No old business.

NEW BUSINESS

Route 841 Accident

Pal stated that there was an accident on Route 841 and the road was closed for four hours.

PennDOT Issues

Pal stated that PennDOT has responded to the Township's correspondence, and that PennDOT has agreed to meet with the Board.

PUBLIC COMMENT

Mike Berquist asked about the Gemcraft Bankruptcy. Pal stated that the Township Solicitor has attended the meeting of creditors, and will file the legal paperwork required to protect the Township. The Board will confirm with Sam if the Township should accept dedication prior to completion of the improvements.

Meeting Adjourned at 7:35 PM.

Respectfully Submitted,

Terri Kukoda
Secretary/ Treasurer